

EMPLOYEE TRAINING RECORD			
<div style="display: flex; justify-content: space-between;"> TRAINING TITLE WORK BOAT </div>			
<div style="text-align: center; margin-bottom: 10px;">KEY TEACHING POINTS</div> <div> <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p>PERSONAL PROTECTIVE EQUIPMENT</p> <ul style="list-style-type: none"> • US Coast Guard approved personal flotation device <p>SAFE OPERATING PROCEDURES</p> <ul style="list-style-type: none"> • Review safe practice rules for applicable equipment (including rental equipment) and perform pre-operational checks. <p>Before launching boat, check for the following:</p> <ul style="list-style-type: none"> • Fire extinguisher • First aid kit - check for additional safety items such as boat hooks and paddle. • Portable radio. • Brief “first timers” on location of life jackets, fire extinguisher and everything else necessary for safety aspect. • Have sufficient fuel on board for trip. • Be sure bow line is attached to boat and secured by some means before backing down launch ramp. Use the backup person to handle this line. <p>After launching boat</p> <ul style="list-style-type: none"> • When fueling, extinguish all flames, avoid overflow <p>Boat trailer</p> <ul style="list-style-type: none"> • Back up trailer with assistance of another person whenever possible. • Check for wear or damage to the following while securing trailer to truck: <ul style="list-style-type: none"> • Hitch connection • Electrical lines • Check winch cable for damage and wear. • Check winch for locked position before moving trailer when boat is on trailer. • Check boat wheel bearings for problems. • Check that brakes work, if so equipped. • Report noisy, loose or unusual movement of wheels to supervisor. • Always have backup person, backup operator. • Be sure boat is secure before moving. <p>Before starting engine:</p> <ul style="list-style-type: none"> • Visual check of hull, deck, cabin, vents, and hatches. • Examine life rings and life jackets to be sure there is one for each occupant. • Check mooring lines. <p>After starting engine:</p> <ul style="list-style-type: none"> • Observe gauges. Check radio. • Remove mooring lines. • Slowly pull away from pier/quay looking in all directions. • Always observe maritime safety “Rules of the Road.” • During storm periods, periodically check mooring lines to be sure the boat is secure. </div> <div style="width: 45%;"> <ul style="list-style-type: none"> • Mooring lines • Be sure drain plugs are in place. • Make radio check when in water. • Check for water leakage from hull or engine. • Safety chains • Hitch connection on the trailer for boat • Check engine oil and drive oil levels. • Visual check of overboard discharge. • When docking secure all mooring lines. </div> </div> </div>			
TEST			
QUESTION		ANSWERS	
		TRUE	FALSE
1 When fueling, extinguish all flames, avoid overflow			
2 Maritime Rules of the Road are the same as driving a car.			
3 Check for water leakage from hull or engine.			
4 Always wear an approved life vest/personal flotation device.			
5 Check for safety items such as boat hooks and paddle.			
EMPLOYEE'S NAME	EMPLOYEE'S SIGNATURE	DATE	
SUPERVISOR'S NAME	SUPERVISOR'S SIGNATURE	DATE	
1 T 2 F 3 T 4 T 5 T			